

SAAA AGM Agenda - 13th September 2014

- 1. Meeting Open**
- 2. Roll Call and apologies noted in minutes**
- 3. Minutes from last meeting have been read and are accepted.**
 - a. Proposed
 - b. Seconded
- 4. Action Items from last minutes**
 - a. Combining of AGM's to one date.
- 5. President's Report**
- 6. Secretary's Report**
- 7. Treasurer's Report**
- 8. General Business**
- 9. Special Guests or special items of business**

There are two items of special business, proposed by 1. Brian Hunter, 2 Jarrod Clowes. See attached document entitled **SAAA AGM 13/09/2014 special business**

- 10. Election of National Council**
- 11. Meeting Close**

SAAA AGM 13/09/2014

Items for special business:

Proposed by Brian Hunter

- 1. Review and amendments to the SAAA Constitution: Formation of a Review Committee to report back to the members within 6 months from 13/09/2014 followed by a special members meeting to adopt/ reject same**

The following is not an exhaustive listing;

- In general alignment with the latest Incorporations Associations ACT.
- Article 11 needs to be replaced with the approved SAAA Dispute Resolution Process adopted by NC.
- Articles 13 see dot first dot point.
- Article 15.2 Consideration of adopting two year terms allowing for half the NC & office bearers positions to be declared vacant each 12 months. This facilitates continuity of management.
- Article 15.6 Nominations period to be reduced to 3 weeks before an AGM.
- Consider changing the domicile from Victoria to NSW as our HQ will be in NSW. The revisions to the current constitution can be incorporated into a NSW acceptable constitution.
- As part of the constitution review there must be incorporation of corporate governance rules. This can be by way of By-law or directly written into the constitution.
- In keeping with the corporate governance basis of management separate NC code of conduct and an NC induction process for new NC members be adopted and form part the corporate governance.
- Given the recent breakdown of the NC management integrity corporate governance oversight by an independent person or persons will be needed. Said governor could be appointed at each AGM by the members (not the NC) (initial appointment from written application) and report directly to the President, the members and CASA. The qualifications for this position would include wide experience at a high managerial level in a sports aviation organisation, technical understanding of SAAA matters and I suggest systems audit ISO 9001 qualifications. Powers would include access to NC and Office Holder minutes, correspondence, contracts, financial records, administration manuals and policies etc, to enable proper assessment of the SAAA governance.
- Consider the adoption of an independent returning officer to control the AGM voting/ balloting process after the SAAA Secretary calls an election.
- All persons nomination for either NC or office holder positions must provide a précis of their relevant experience plus a statement of intent with respect to what they will bring to the NC and a declaration of any interests that may give rise to a possible conflict of interest as well as any interest, directly or indirectly in any organisation or person that contracts with SAAA or any related organisation. These statements must be circulated to the members 2 weeks before the date of the AGM. All NC must provide a written undertaking to review these statements to ensure continuous

propriety during their term. Conflicts of interest if not mitigated should cause a nomination to be invalid. Conflicts of interest arising after election not mitigated should be a cause for dismissal from office/NC.

Proposed by Jarrod Clowes

2 Amend the constitution to include direct voting in electronic format for National Council elections and/or other matters.

Currently the constitution only allows voting by members present at the meeting, or proxies. Setting up an electronic voting system would allow members who cannot attend the meeting to register a valid vote. This would not replace proxies, but add an extra method of voting.

Re: AGM 2014 election of National Council.

Dear Members

We have now ten (10) nominations for the National Council, and nine (9) positions to be filled. An election will be held at the AGM. Financial members present at the meeting, and those represented by proxies, are eligible to vote.

We also have two (2) nominations for the Office Bearers and four (4) positions to be filled. The constitution states:

“If at an Annual General Meeting there is no resolution to the election of Association Office Bearers, National Council in session, may act to appoint persons to fill the vacant positions up until the date of the next Annual General Meeting”

The nominees for National Council are:

Jarrold Clowes
Tony White
Shirley Harding
Bruce Towns
Martin Ongley
Neil Unger
Grant Farrow
Ken Garland
Darren Barnfield
Paul Holaj

The two nominees for Office Bearer positions are:

Jarrold Clowes - Hon. National Treasurer
Shirley Harding - Hon. National Secretary

At the time that nominations closed, Jarrold was in the Treasurer position, and he nominated to continue in that position. Martin Ongley subsequently stood down as President, and Jarrold took on the position. However, after the cut-off date, nominations cannot be changed. If one of those who nominated for Office Bearer positions is not elected a National Councillor, that nomination lapses.

We have received no nominations for President or Vice President. As the constitution states, the National Council in session, may act to appoint persons to fill these roles.

Since there are more nominees for National Council than vacancies, the elected National Council will meet immediately after the AGM, and appoint President, Secretary, Treasurer, and Vice President. The constitution requires the President and Vice President to have served at least one year in the last three on National Council or as a Chapter office bearer.

Please see attached Personal Statement from each nominee for information on each candidate.

Sincerely
Phil Hale
Hon. National Secretary.

Bruce Towns Profile Statement

I am a retired engineer and have previously served on NC for a five year period and was involved with our Cowra conventions.

I would like to join the new team to put our organization back to the high standard that the members expect of SAAA and to help good decision making of the NC.

Yours Bruce Towns
Member 2076

Tony White Profile Statement

Members, since being co-opted to the NC in July, I have accepted the Treasury role.

I bring to the table a 25 year business knowledge. I ran my own company in the mining services sector and employed ~100 personnel.

During this time I also participated in an aviation business. We held an AOC and a MTCE approval. I one time I was chief pilot.

I built an RV 10 and flew it 2013 to Narromine.

I am retired from the workforce and have the time to assist our organisation through the challenges presented.

I seek your endorsement.

Tony White
#06611

Ken Garland Profile Statement

Dear Member,

Recent changes to our National Council have left vacancies and for this reason I have decided to accept nomination for National Council and I am seeking your support. My love of aviation is as old as I am and my involvement spans over 50

years from an apprenticeship at de Havilland Australia Pty Ltd at Bankstown, Chief Engineer of Maintenance organisations, Sales Executive of Beechcraft and Nomad aircraft and company Owner and Director.

My commitment to the SAAA includes the facilitation of Maintenance Procedures Courses (MPC) in conjunction with National events as well as country courses in New South Wales and South Australia. This includes over 30 courses and 300 attendees.

I have been an active Technical Councillor for many years, assisting many members to achieve their dreams and frequent contributor of articles in our Airsport magazine. I have also enjoyed promoting the SAAA at major events such as the 'Australian International Airshow' at Avalon and 'Wings Over Illawarra'

These activities have brought me into contact with a large number fellow members, where I have been able to talk and listen to you about your expectations for our Organization. For this commitment I was awarded the 2011 "The Dave Darbyshire Memorial Trophy – for outstanding Service to the Sport Aircraft Association of Australia".

My professional involvement in the aviation industry includes some aircraft maintenance but mostly revolves around the design, development and manufacture of kits for our Vampire single seat aircraft and Torana two seat aircraft.

I have always resisted serving on the Committee or Council of organizations where I have a professional interest. However the SAAA is playing an increasingly important role in the direction General and Sport aviation in particular are heading and I feel my industry experience would be of great value.

I want to assure you, the SAAA has a strong and committed leadership team in its National Council and my commitment is to make that team even stronger.

Paul Holaj Profile Statement

I am re-applying for SAAA National Council.

I have been a member of the SAAA for about 15 years and over the past 4 years I have been working with other SAAA members in South Australia to establish an SAAA Chapter. I with 2 other SAAA members started Chapter 39 (Adelaide) and grown the Chapter and also established Technical Councillors in Key areas of the state and to assist builders achieving their goal of building their Experimental Aircraft.

With the experience that I have gained in starting a Chapter, I accepted a position on the National Council as Chapter Co-ordinator. As this was a new position on NC , it gave me a chance to work with the Chapter Presidents from all over Australia.

I am a Licensed Aircraft Maintenance Engineer with 25 years experience. The Companies that I have worked for includes Latrobe Valley Aero Club, Gippsland Aeronautics, Forstaff Aviation Avalon (Contracting to Qantas), CHC Helicopters and Regional Express. I have

worked on a Cessna 150 to a Boeing 747 and everything between and I'm keen to pass on my knowledge to SAAA members building and maintaining their experimental aircraft. I also have experienced major change in the aviation industry that will affect all of us including the SAAA.

Regards

Paul Holaj

Grant Farrow Profile Statement

To our SAAA membership

My background - I have been flying for 40 years and it is my passion as well as my profession. Additionally I have held other positions which give me experience that will benefit the National Council, should I be successful - I've used skills as an aviation safety auditor/consultant to relaunch two general aviation businesses, a flying school and charter company in two states. With a small group of like-minded professionals, we created the business model for a domestic/international B737 freight operation. I also consulted within the maritime industry and held a facilities management positions. I have held senior volunteer positions in committee of management teams within aero and yacht clubs, a domestic pilots union and in some form or another within the Country Fire Authority of Victoria, so I understand the challenges that lay before us in a volunteer organisation. I've been associated with the SAAA since the late 90's when I started my first build and I am currently on my third build. I became a chapter safety coordinator last year and will continue to provide assistance in this field.

Should I be voted to the National Council, I will ensure that I will represent you the member - no matter what kit you build. I will also provide transparent and open communications and actively listen to members' concerns or feedback. I would like explore new avenues of income, additional ways to increase public awareness of our Association and inspire people of any age who share our ideals and passion to become members.

I look forward to being part of a new team to take the SAAA into a new era.

Regards

Grant Farrow

Neil Unger Profile Statement

In a usual fit of stupidity I have put myself forwards to be considered for a position on the NC of the SAAA , YOUR association. I feel that the SAAA is at a major crossroad, where we can simply plunge ahead and possibly over a cliff, or study every possible alternative in the hope that most of the decisions are beneficial. Change is seriously needed and that change must be driven by what you the members expect of your own SAAA. I am a semi retired peasant that has spent all my life in the back paddock away from any form of public life. Having handed the major responsibility of the farming enterprise over to family members I now find that the usual response to my helpful advice, based on 60 years of harsh experience is "Look you stupid old fool, just go forth and multiply!" So I initially found myself with time on my hands being used to working 7 days a week which present day farming demands. So I joined the Board of Currajong Disability Services, a local Government supported enterprise that supports people with a disability, the difference between Currajong and others is that we specialise in those with a mental disability. Many times it has been suggested that I really belong out with the clients rather than the Board due to my "mental" state. This experience has given me the ability to supply "governance" to

an organisation and to accept that no matter what the obstacles, things must be made happen, they will not happen by themselves. To defy gravity takes a lot of effort. Unless you can give 100% or more gravity will win every time, and the same applies to all aspects of life if you want change. I will bring that commitment to the NC if you people are silly enough to place your confidence in me. I will not and cannot tolerate fools, I will not back down unless proved wrong and as those who know me realise that I can be very blunt and abrasive.

I have been flying since I was 16 years old and bought my first plane about '77. Bought a Baron in '81 which I flew for over 30 years until the millennium droughts and the cost of the Baron became crippling. So the Baron went and I built a glastar sportsman that at this stage has a mazda rotary engine in the nose. Very quickly I learned that the 700 hour build time went just reading plans and looking for parts. Unlimited hours went into actually building. I have had to alter the date on my birth certificate twice already to get enough years to finish the job.

The future of the SAAA is now in your hands. Please vote for the others first.

Martin Ongley Profile

Statement

My name is Martin Ongley and I am applying to serve on SAAA National Council for another year.

I have served on NC for over 7 years now and have filled a number of roles in that time - including National President for almost three years. My personal life & paid work commitments have prevented me from continuing in the role of National President, however I still have unfinished business with CASA to complete and would like to serve on NC to assist the new President and his team.

I am also an SAAA Technical Counsellor, as well as a CASA Authorised Person & I have helped a number of SAAA members get the paperwork completed so that they could get their dream aircraft into the air – you would have seen a number of them in Airport magazine over the past ten years.

I have built a Jabiru J400, which I don't get to fly as often as I would like, but now that I have stepped down from the presidential office onto the "back-bench" of NC I am hoping that will change this year.



If elected, I shall continue to work with the team to retain permissions granted by CASA under the Amateur-Built Experimental regulations & will continue to pursue new permissions from the regulator (if I live long enough).

If the members will vote for me, it will be my honour to continue to serve on NC. Martin

Ongley CASA AP, SAAA TC Jabiru

J400 VH-OSM

Darren Barnfield Profile Statement

My name is Darren Barnfield and I'm applying for the position on the Sport Aircraft Associations National Council. I'm a professional working in the recreational aviation community and managing the maintenance on 3500 aircraft and 700 maintainers for the largest sport organisation in Australia. I hold a Part 66 license in Engine and airframes.

I have made my intention known to a number of RA-Aus and SAAA members. I have scratch built my own VH experimental aircraft which I'm proud to have had on the cover of the current Airport Magazine. I hold a Civil Aviation Safety Authority (CASA) Authorised Person approval and I was able to contribute to the implementation of this program with the assistance of Norm Edmunds over 15 years ago. I have also issued over 500 C of As for VH experimental, Warbird and RA-Aus aircraft.

I have been a SAAA Chapter President for 3 years and was re-elected recently by our Chapter 27 members.



I see my position as the Technical Manager with RA-Aus as one that will greatly help the SAAA and its members. Considering the current turmoil and the lack of information being provided to the wider membership and industry, having an industry professional joining the ranks, I believe will show and provide confidence to the SAAA membership and CASA.

I have made my intention clear to run for the SAAA National Council and have informed the RA-Aus Exec including our new CEO. I look forward to assisting the SAAA national council with good sound relevant industry knowledge.

Darren Barnfield 0408 351 309 CASA Authorised Person 1-1V15V issue 10
Currently Employed as the Recreational Aviation Australia Technical Manager

Shirley Harding Profile Statement

Dear SAAA Members:

I am running again for National Councillor – Communications because I want to finish projects I have started and launch some important new ones. We have new, energetic folks coming on board, so ongoing efforts, new ideas and more improvements should roll out with

increased speed and effectiveness. I want to keep doing my part to strengthen our flow of helpful, useful, and fun information to our members.

In the past I have worked closely with Ryan on our magazine, Airsport, improving quality, adapting format in response to member feedback, and broadening content while controlling costs. I will continue this process with our new editor, Kreisha.

I have also launched our periodic email updates and newsletters to provide quick, short and informative notes to fill in the gap between magazine issues and shorten the time from when we get news to when it gets to you. This was a new start last year. This coming year we will work hard to improve and adapt this new tool to meet your needs, but we will need your feedback and content to keep making it better.

We all know that our web site is not all it should be, so I am now working with our IT specialist Phil Hale and our creative office staff to change and improve the web site, making it easier to use, navigate, find what you want, and generally make it more helpful. It will be a big project requiring a lot of time and energy. The new web site will include a new FAQ page so people can get answers to common questions twenty four hours a day without calling HQ. Suggestions are always welcome.

Builders in particular are all aware of the recent regulatory dust-up about weight and balance and our legal need to do it CASA's way. I am working with our new National Technical Manager, Geoff Danes to provide on-line training to satisfy CASA requirements so that in the future builders can do their own W and B measurements and calculations. In addition to ongoing projects I would like to launch projects including training and standardisation for our volunteer roles such as TCs, and a "Flight Companions" course to engage pilots' partners, teach them how to help in the cockpit, and provide tailored Flight Companions Activities at our events.

Based in Perth but on the road a lot, I am a serial aviation offender having built an RV-6 with my husband, and we are now building an RV-12. I am also a Technical Counsellor and I am helping with a couple of RV projects when I am in Doha, Qatar where we set up the first SAAA Middle East Chapter for airline crew members based there. I helped create much of the MPC course material and teamed with others to deliver over a dozen MPC classes as far away as Darwin and Doha. I have A CPL, RAA pilot certificate, and my professional background is in adult education.

I look forward to keeping our members better informed by providing quick, useful, and necessary information that you require to support your Sport Aviation activities. I am always ready to review your suggestions and see how we might put them to work.

Shirley Harding

Jarrold Clowes Profile Statement

Dear Members,

I live in Deniliquin, NSW and own a Communications & IT Business which services the NSW Riverina. Our business holds many national dealerships and has exposed me to many and varied clients & management structures that have added to my experience I can bring to the SAAA. Our business employs 10 staff and covers a 150 Sq Km geographical radius. Apart from that I also found 5 years out of my life to build an RV6, VH-VBW. I then successfully came out of that, in the same marriage. My wife Sharon has been very patient in her time as a builders' widow.

My past tenure on National Council was as Treasurer, which has given me an insight into the operations of SAAA, and a further understanding on future development. I must be upfront with you and advise my strength is in Business & Administration and I have many knowledge gaps within our core product areas including technical, safety and training programs we have. I do know my limitations, however a part of my management agenda is to build a strong united National Council. If re-elected, I will place the correct people with the correct credentials in the correct portfolios, so I confess that while my understanding in areas of our charter is low - I will attempt to put the very best available individuals to cover that.

During my short time in the current President position, I have had the opportunity to communicate with many of you, and get an understanding of your concerns, needs and reasons to belong to the SAAA. This has given me some insights into the road ahead in the next term and on top of major projects like CASAR Part 149 which will take our association to the next phase and self-administration, there are many other projects I wish to work with the next NC on. There are several things on my wish list like better engagement with Chapter Presidents to bring the grass roots level of our organisation to the NC. The formation of a new team around Ausfly to ensure we have the expertise, resources and ability to host a cracking Ausfly 2015, better engagement with the members through surveys and information flow, further consultation with members on our proposed purchase at Narromine just to name a few. Internally we need to address and apply attention to our corporate governance and policies, as well as many other small projects to work on.

I have had the unique opportunity over past weeks to speak with every candidate standing for National Council. I am extremely confident every person on this list is extremely talented in their own field and SAAA will reap extreme benefit from a new line-up. We as your National Council plan to move into the next year with the same common goal to represent you, the member.